

TOWN HALL RESERVATION APPLICATION

Date Received:

Individual and/or Company Requesting: Address: Phone Number: E-mail Address:	
Date(s) Requested:	
□ Council Chambers	\$100.00 per day \$50.00 per half day (up to four hours)
□ Conference Room	\$25.00 per day \$15.00 per half day (up to four hours)
□ Kitchen	\$25.00 per day \$15.00 per half day (up to four hours
\$50.00 Deposit requ	iired for cleaning and key
Town	n staff use only
Confirmed:(date)	(Initials)